



## REPUBLIC OF KOSOVA

### Ministry of Economy (ME) Kosovo Digital Economy (KODE) Project

#### REQUEST FOR EXPRESSIONS OF INTEREST (REOI) (CONSULTING SERVICES – INDIVIDUAL CONSULTANT)

#### FOR:

SUPPORT AND EDUCATION CONSULTANT FOR KOSOVO RESEARCH AND EDUCATION NETWORK  
(KREN).

**Country:** Kosovo

**Project:** Kosovo Digital Economy (KODE)

**Assignment Title:** Support and education consultant for KREN

**Ref. No.** KODE/IC/2.2.4.3a/2022

**Project ID.** P164188

**Loan No.:** 6285-XK

**Issued on:** June 1, 2022

#### INTRODUCTION

The Government of Kosovo has secured support from the International Development Association (IDA) (hereinafter ‘the Bank’) for a Kosovo Digital Economy (KODE) Project. The KODE Project aims to improve access to better quality and high-speed broadband services in project areas and to online knowledge sources, services and labor markets among citizens, and public and academic institutions.

It is foreseen that **the Project will achieve its development objective through two main sets of activities:** (1) expanding access of Kosovars to high-speed and better quality digital infrastructure; and (2) support Kosovars to take advantage of regional and global Digital Economy (DE) opportunities, especially for income generation, usage of services, and learning, thus triggering the growth of a DE in Kosovo.

**The Project is structured along three components:** Digital Inclusion, Digital Work and Empowerment, and Project Implementation Support. Two substance components of the Project are outlined below.

**Component 1: Digital Inclusion** component will support digital inclusion through: (a) the expansion of digital connectivity through the co-financing of deployment of high-speed broadband

connectivity in areas that have been identified as not connected or underserved, and (b) improving of the enabling environment for wireless broadband services, through the deployment of the National Spectrum Monitoring System (NSMS).

**Component 2: Digital Work and Empowerment** will support the Youth Online and Upward (YOU) Program and increased access to knowledge, information and online services through subcomponents:

#### 2.1 Youth Online and Upward (YOU) Program

Provision of training for young people and their connection to online working opportunities. The activities will primarily cater to unemployed or underemployed young men and women with at least some knowledge of English and university education to increase their ability to compete in relevant segments of online work using computers and smartphones.

#### 2.2 Increasing Access to Knowledge, Information, and Services

Provision of support to (i) set up a *Kosovo Research and Education Network (KREN)* to improve access of students, researches and educators of *Higher Education Institutions (HEIs)* in Kosovo to knowledge, research networks and (ii) connect KREN to the GEANT network.

**The present Terms of Reference concern to the subcomponent 2.2 of the Project - Increasing Access to Knowledge, Information, and Services. More specifically, to the management of KREN network infrastructure.**

### OBJECTIVE OF THE ASSIGNMENT

The KODE/ME intends to hire a **Support and education consultant for KREN** (hereinafter “the Consultant”) who will: (1) provide support and relevant trainings about installed Learning Management System (LMS) platforms to KREN members, (2) establish professional communication with HEIs and keep records of activities, (3) create and publish supportive documents onto communication channels (web, social media, internal applications, etc.).

The accomplishment of these activities shall be done in coordination with the Digital Work and Empowerment Consultant of the Component 2 in a timely, effective, efficient, and results-oriented manner. All activities will be done with strong support by other KREN staff.

Detailed TOR can be found in the following address: <https://kodeproject.org/en/other-procurement-notice/>

### SCOPE OF WORK

**The Consultant** will have primary responsibilities in following three groups of activities:

- Providing support, presentations and trainings to KREN members (HEIs) in how to use LMS platforms (MOODLE, MS Teams and OneNote).
- Providing support, presentations and trainings to KREN members in using existing identification and authentication platform.
- Designing, organizing and publishing documents on share-point, web page, social networks and Office365 applications.
- Support the team in developing and updating KREN service portfolio
- Other duties related to the above-mentioned activities which can be related to the daily work.

## REQUIRED QUALIFICATIONS

- Bachelor's degree in relevant field (master's degree is preferable) required in the field of Computer Science, Management, Communications or other related fields.
- 5+ years of work experience in using a LMS platform, providing training and support for using collaborative tools or other similar jobs.
- Professional skills to communicate and draft various kinds of project documentation and reports.
- Interpersonal, written, and oral communication skills, graphical presentation of ideas and data processing concepts.
- Excellent computer skills (Excel, PowerPoint, Word, Outlook).
- Experience working in a team-oriented, collaborative environment with problem-solving tasks and responsibilities.
- Driving license and to be able and willing to travel throughout Kosovo.
- Fluency in Albanian and English. Knowledge of the Serbian language is an advantage.
- Independence in work but still with experience in teamwork.
- Strong self-learning, self-initiative and motivational skills.

### **The evaluation and shortlisting criteria are:**

- (i) General qualifications of consultant to REOI (30%),
- (ii) Relevant experience with similar assignments (50%) and
- (iii) Languages (20%).

A consultant will be selected in accordance with the Consultant's qualifications based selection (CQS) as set out in the Consultant's Guidelines in Procurement Regulations for IPF Borrowers July 1, 2016 Revised November 2017.

Shortlisted candidates will be invited in the interview

Further information can be obtained at the address below during office hours: 09:00 to 16:00 (Monday to Friday).

Detailed CV and other related documents of candidates must be delivered by e-mail to the address below latest on **June 16, 2022** at 16:00 hours Kosovo time.

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